

**Washington
Military
Department**



**Emergency
Management
Division**

Effective Date: July 1, 2011

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**E911 PUBLIC SAFETY ANSWERING
POINT (PSAP) MAPPING SUPPORT
POLICY**

Cancels all previous E911 PSAP Mapping Support Policies

See Also:

WAC 118-66

E911 County Contract Policy

E911 County Regionalization Contract Policy

E911 Salaries and Benefits Policy

E911 Training Policy

E911 Washington State Patrol Contract Policy

PUBLIC SAFETY ANSWERING POINT MAPPING SUPPORT POLICY

This policy applies to counties and Washington State Patrol (WSP) that have entered into a contract with the State E911 Office and are eligible for the Operations Section of the contract.

Public Safety Answering Point (PSAP) mapping to support Enhanced 911 (E911) emergency telephone service in accordance with WAC 118-66 is eligible for reimbursement as an E911 expense.

1. Background

- a. "PSAP Mapping" shall mean a system capable of converting latitude and longitude (and, when available, altitude) to a map display at the 9-1-1 call answering positions at the PSAPs. As such, these expenses may be eligible for reimbursement from E911 account funds generated under the statewide wireline E911 excise tax (RCW 82.14B.030(3)) and from E911 account funds generated under the statewide wireless E911 excise tax (RCW 82.14B.030(4)).
- b. "E911 mapping administration" shall mean personnel, hardware, and software essential to create and maintain wireline and wireless map data, and to display the data on a PSAP call answering position. As such, these expenses may be eligible for reimbursement from E911 account funds generated under the statewide wireline E911 excise tax (RCW 82.14B.030(3)) and from E911 account funds generated under the statewide wireless E911 excise tax (RCW 82.14B.030(4)).
- c. Prior to approval of this policy, the State E911 Office had reimbursed for wireless specific PSAP hardware and software mapping maintenance, E911 mapping administration, and E911 mapping displays that supported PSAP E911 equipment.

2. Analysis

- a. Wireless calls come into the PSAP as either a Phase I or Phase II call. Phase II calls provide the PSAP a longitude and latitude (X, Y) coordinate pair as part of the Automatic Location Identification. Cellular telephones, Automatic Vehicle Location systems, Automatic Crash Notification systems, and other sources will be providing information to PSAPs using geographic (X, Y) location information.
- b. The capability to relate geographic coordinates to a physical location is critical in providing proper emergency response. Locating wireless devices depends on having accurate, current, and complete geographic data. The geographic data usually resides in a Geographic Information System (GIS). The wireless service provider will send geographic (X, Y) coordinates with a Phase II wireless E911 call. GIS technology can display these coordinates, along with streets and other information, on a map display. Having GIS technology integrated into the premise equipment allows for quick and effective location of wireless and wireline E911 calls.

3. Decision

- a. The State E911 Office will reimburse eligible counties/WSP for the following items in accordance with the conditions listed below:
 - i. PSAP Mapping
 - Purchase or lease of hardware and software for a mapping system capable of converting latitude and longitude to a map display at the 9-1-1 call answering positions. PSAP Mapping may be part of your CPE/Telephone System, Computer-Aided Dispatch (CAD) or a Stand-alone system. Only one mapping system per PSAP is eligible for reimbursement. The mapping system shall be claimed under one of the following line items:
 - 1) CPE/Telephone System - Line Item: **S1**
 - 2) CAD - Line Item: **C2**
 - 3) Stand-alone - Line Item: **S3**
 - ii. PSAP Mapping Maintenance
 - Routine repairs and preventative maintenance cost shall not exceed 10 percent of the approved purchase price (per fiscal year).
 - Maintenance funds may be used for agreements with vendors, time and materials, spare parts and/or salaries/benefits to maintain equipment.
 - Maintenance funds may also be used for training to maintain equipment.
 - Emergency repairs will be reviewed for eligibility on a case by case basis.
 - Maintenance for the mapping system shall be claimed under one of the following line items:
 - 1) CPE/Telephone System - Line Item: **S1.1**
 - 2) CAD - Line Item: **C2.1**
 - 3) Stand-alone - Line Item: **S3.1**

- iii. E911 Mapping Administration - Line Item: **B7**
 - Hardware and software used by the E911 Mapping Administrator / GIS Coordinator to manage the mapping data. Capped at \$7,000 (per fiscal year). Must be pre-approved by the state office.
 - iv. Mapping Display Equipment- Line Item: **B9**
 - Mapping display equipment is limited to \$500 per approved call receiver position and including taxes, shipping, handling and installation. Must be pre-approved by the state office and has a **three-year** life cycle.
 - v. Mapping Migration - Line Item: **S3.2**
 - A one-time purchase of a required migration to a new mapping platform is limited to \$15,000 per PSAP. Must be pre-approved by state office.
- b. Reimbursement for lease costs shall be on a year-to-year basis.
- c. Purchase or lease of E911 equipment must follow PSAP or governing jurisdictional procurement laws, procedures and/or policies.
- d. The requested amount must be reasonable, prudent, and applicable to E911. Prior to purchasing or leasing the equipment, county/WSP must submit a written quote including shipping, handling, taxes, and installation charges to the State E911 Office at E911request@emd.wa.gov for review and approval. Without prior written approval the purchase or lease may not be eligible for reimbursement by the State E911 Office.
- e. All E911 equipment must be ordered, installed and accepted no later than the end of the contract performance period of June 30, 2013. Work performed outside the contract performance period will not be eligible for reimbursements.
- f. In the event of an emergency, an exception may be made on a case by case basis.

4. Moratorium

A moratorium will be in place from **March 1, 2013** through **June 30, 2013**. During this moratorium, no equipment requests will be processed.

In the event of an emergency, an exception may be made on a case by case basis.

Approved by:

 6 MAY 2011
Kurt Hardin, Acting State E911 Administrator